

COMMITTEE ON COMMUNITY IMPROVEMENT

April 8, 2003

5:30 PM

Chairman O'Neil called the meeting to order.

The Clerk called the roll.

Present: Aldermen O'Neil, Wihby, Shea, Smith, Lopez

Chairman O'Neil addressed Item 3 of the agenda:

Presentation by the Information Systems Department on the Geographic Information System (GIS).

Diane Prew stated I have with me tonight Jayson Brennen of Camp Dresser & McKee a consulting company that we're working with on this project. The last time we were here we did a presentation for you to give you an idea of what we plan to do with a geographic information system. Today we'll be reviewing with you where we are in the process and Jayson will be able to show you some of the results. We had an information needs assessing done. That was completed and delivered in December of 2002 and that you have a copy of the executive summary in front of you. During that process 16 departments were interviewed, all existing data was reviewed, and that includes data that was presently on computer systems, some of the data people had and files and existing GIS information that was available. The needs of the departments were evaluated and limitation plans were formulated. The first step of that process was to get the parcel layout, division ties, tax maps. This is in the process and it's about half done at this point. Jayson has been working with the Assessor's office using the City tax maps to complete that part of the project. That plan also recommended that we acquire AT&T's 1999 update of the City's land based map. What had happened is that AT&T had acquired the City's base map, which was done in 1995, and then they went ahead and updated that. We were able to acquire that from them at no cost. In return we will give them a copy of the map when it is updated. Camp Dresser & McKee has done street names, center lines, we purchased the hardware and software, the existing GIS data has been loaded onto the City's GIS server along with AT&T information and this is what you'll be seeing this evening. That's where we are at this point. What remains to be done, we need to update the existing maps which were done to 2003. We're scheduling the aerial photography and this has to be done in a very small window, after snow and before the leaves grow on the trees. Once we have that aerial photography we need to update the land based maps that we have adding the new structures, roads, things that have occurred since

the last time that this was done. Another part of this will be to add additional features that are not currently on our maps. These would include driveways, decks and sidewalks. All of this will then be incorporated into our GIS environment. We will integrate this information with the City's applications in the Assessor's vision system, with HTE tax billing, utility billing, etc. And then custom applications will be developed for the departments. Before I turn the program over to Jayson, does anyone have any questions?

Alderman Wihby stated you said the AT&T was free? because in the book it says it was \$15,000.

Ms. Prew answered no. They would sell it to us for \$15,000 and it would be ours to do with as we please or we have to give them the updated map. We chose to go with the updated maps after discussions with the Assessor's office and the Solicitor's office.

Alderman Wihby asked is there an opportunity to sell some of this information once we get it? That we would generate revenue?

Ms. Prew replied it is my understanding from discussion with the Solicitor's office that we can charge for what it costs us but it isn't something that can be used to generate revenue.

Alderman Wihby asked why would somebody want something like this? Who would ask for this?

Ms. Prew answered a lot of people would. Developers, surveyors...

Alderman Wihby asked we couldn't charge them to get it?

Mr. Brennen replied there's a fine line there that needs to be looked at. You have the Freedom of Information Act. However, there are some things going at the State level now which allow people to recoup for some GIS data because it is expensive to develop and it provides a different type of use for different people. And some communities basically charge what they can get away with charging without someone squawking. In Manchester you guys charge \$100 to sell literally \$150,000 worth of data, which is unbelievably cheap. Once the program gets up and running, we're going to look into that stuff and figure out what's the best way that we can...what makes most economic sense. You're not going to be able to sell this stuff for \$5,000 a pop. It's not going to happen. But there is a line you can walk between giving it away and recouping some costs.

Alderman Shea asked could we under impact fees use that kind of a payment? By that I mean we only charge in comparison to other communities quite a limited amount. That's something that obviously would be probably acceptable.

Mr. Brennen replied there are some communities that do have a GIS update fee built into their impact fee. One of them in York, Maine is the one of the first I've seen. They actually get enough money a year to pay for a person to manage the system. They simply put a couple of extra bucks on the per thousand impact fee that helps maintain the tax maps and maintain the system and things like that and that's something to look at.

Alderman Shea asked who would tend to look into that? Your department Diane?

Ms. Prew answered there's a GIS steering committee that's made up of the major users; the department heads and it would be with that group that would be looking into all of it.

Alderman Lopez stated I hope we go through this, we get this book, and we go through the total cost in different stages where we're at, and the total cost of the project is number one. Secondly, I disagree with you that you can't charge for this as Alderman Wihby brought up that fact, because in the weekly newspaper that we get the GIS is starting in other parts of the country and they are charging. And thirdly I know the City Assessors, Steve I know that he is involved in selling disks right now in reference to some of this stuff.

Ms. Prew replied yes that is cost associated with providing the information. What I was say was that on the basis of the information from the Solicitor's office, we felt it was in our best interest not to purchase the AT&T information from AT&T but rather to do that exchange with them.

Alderman Lopez stated I think as you go along in this process, which I understand we've been sold on this and it's a great system that's out there in reading some of the documentation that you provided us, and I hope that we're not getting short changed along the way because this program is costing a lot of money. If these real estate people and other people out there, if they want to...you mention the right to know information and all of that, if they want to go down there and sit down and copy it by hand, that's fine. If we can provide the other information then they should pay the big bucks.

Ms. Prew added it's certainly something that would be reviewed and the sale of that information would not go through our department, it would be something to be determined by each department. We generate the information that the Assessor's department provides on the disks.

Alderman Lopez stated I understand that and the only comment I make is as you go through your committee in determining this, this affects the entire City. I think that it be brought before the Board of Mayor and Aldermen, either the administrative committee or CIP or whatever, as to what, some type of recommendation that the committee is looking at not just giving card blanche because there are ordinances in place in reference to charging things in the City of Manchester. So I just want to make sure this is part of that ordinance.

Ms. Prew stated and this is definitely new territory that the Aldermen need to look at. There will be other issues that will need to be looked at, such as privacy issues, so those will be coming out.

Chairman O'Neil asked I'm not following in here what is complete and what needs to be done. What we've funded. What have we funded that hasn't been done yet, and what things would we have to do going forward?

Ms. Prew responded if you look on the last page of your summary. There is an implementation plan. The first item is to implement an additional GIS management structure. That's our steering committee and our technical committees. Item number two acquire the AT&T mapping, we did that. Task one three is to develop the parcel GIS. That is currently ongoing. Task one four is to organize the existing GIS data and develop primary GIS data layers and that stuff. Item number three is to update the City's land base mapping and develop new digital ortho photography. That's the photography that would be done within the next few weeks and then there is an RFP that needs to go out on that to...once we have the photographs to update the existing date. Develop the initial policies and procedures, that's something that will be ongoing and certainly the sale of information would fall under that process. We're receiving general assistance from Camp Dresser & McKee. Under Phase II purchase and install...

Chairman O'Neil interjected I will stop you here. We have passed the appropriate funds to do those items? OK. I want to go back to the photography. What is the cost to do this Citywide?

Ms. Prew replied we've been getting some information in preparation for going out to bid. That could cost between \$120,000 and \$200,000. I would like to give just a general statement, with the existing funds that remain; we feel that we have sufficient funds to complete the project as it is developing.

Chairman O'Neil stated I went to a presentation down in Nashua and it wasn't even close to this price.

Ms. Prew replied right, that's the pictometry.

Chairman O'Neil asked to do the same thing?

Ms. Prew answered no, and I will let Jayson speak to that.

Mr. Brennen stated that's a whole different technology. The pictometry stuff is an airplane flies overhead and takes a bunch of pictures in a bunch of different directions so you can see people's houses and actually almost walk down the street like you see on the PBS specials. That information is good information specifically for planning, public safety, and things like that, however, it's not an engineering based...it's doesn't have engineering based accuracy. The need for it in like Planning and highway department and water, it doesn't have a 100% use over there.

Chairman O'Neil asked what do you mean by engineering based accuracy?

Mr. Brennan replied you can't design a road on the pictometry information. You can't design a sewer pipe on the pictometry information, you can't overlay a subdivision plan on the pictometry information. That information is strictly for picture purposes only. It doesn't maintain the accuracy that this data does. It's plus or minus a couple of feet. The pictometry information is like plus or minus ten feet or something like that.

Chairman O'Neil stated then we didn't see the same presentation because measured a pitchers mound and it was right on.

Mr. Brennen stated measuring a pitchers mound it would be right on, measuring over a mile it won't be right on. There's two different uses. The pictometry stuff is good, but also the pictometry itself is much like the AT&T ortho photos that we got. They are pictures; they are not CAD files. They are not files that you would use to do engineering work on.

Chairman O'Neil stated I don't think you have to go through. How much money do you have rough to do what?

Ms. Prew replied I have roughly a little less than \$300,000 left, which we feel is sufficient to complete project. That will cover the ortho photography, the updating of the base maps, it includes the additional equipment that we need to purchase for some of the high end users, it includes the customization, it includes the training. We feel at this point we have adequate funds.

Chairman O'Neil asked to get you through Phase III?

Ms. Prew answered yes.

Alderman Smith asked do you have funds to have GIS coordinator?

Ms. Prew replied not. That was a request in my budget that was not approved so we will move on without that at this point. You will probably see that request in the future.

Bob MacKenzie stated I did want to identify some important issues. We've been working with this GIS as well. There's three areas that I think are real important for the City. I know you're looking at the potential cost factors, but when this is done it will be a significant improvement in our property tax mapping system. All of the old maps, which are separate now, there's over 900 I think Steve, will be matched together. And in the end we will see significant improvements in the valuing of the properties. We will find properties in effect as we match all of these together that can add significantly to our assessed valuation. For example over the years a property might show on the deed as plus or minus one acre, and that comes through on the Assessor's maps, but when you actually start picking these properties out and matching them together against each other, you may find that that property is one and half acres. You'll find that throughout the City that there are a lot of areas that are perhaps under assessed because they are not accurately matched up with each other. That alone can be significant cost savings and significant revenues for the City. But there's two other areas I did want to mention. One is public safety. The Police and Fire will be using this system when they respond to a fire or respond to an emergency in a house. They will be able to get on their laptops property information, building information, that will help them respond more quickly and more accurately, particularly if there are hazardous materials involved. So it really is important for our public safety. Finally there will be cost savings for our engineering and construction departments. Parks & Recreation, Manchester Water Works, Highway Department, will be able to prepare designs more quickly, more accurately, get cost estimates out, and do these things cheaper than the current system. I did want to indicate to you there's some very large cost issues as a result of this mapping. It's not just the sale of the maps, but there are significant value added to the City.

Ms. Prew stated he is going to show you what we have on the system right now. This was just completed. Our departments have not seen this yet. They will be receiving training in the very near future and this information will be available to all departments that need to have access to it.

Mr. Brennen stated what we have done to date is we took all of the information the GIS information that was scattered throughout different departments, planning, highway and whatnot, and took that information and put it onto the City system. At the same point in time we're also developing the parcel data and have put all the parcel information that we've done to date. To get this out to the people we purchased a piece of software called ARC IMS and developed a little application that can be seen

through a web browser. Anybody within the City can put in this address on the web browser and mapping information will pop up. Information that we put in to date you can see during this demonstration. You can zoom in to a particular area. The information that we put in to date shows up on one side of the screen. You can zoom in or zoom out to look at specific pieces of property. It shows every piece of property and we've put into the system already. Also other information that we've done is we've put a couple of buttons on here that will allow people to quickly go to a particular piece of property or a particular street. We will provide the functionality in here to allow people to turn on and off layers and see them, or we've also provided the capability to be able to pick different types of maps that they want to see. If you click on parcel area it shows all the buildings that you have from the 1995 aerial photography as well as the property ID numbers. Later on when the parcel project is done these property ID numbers, these pieces of property, will be linked to the HTE system and division system will be able to get owner names, values, when their last building permit was pulled, all this various information related to the specific property. Other information that we've collected is compiled. All the base mapping, which is just the roads, the buildings and the vegetation areas. Then you can turn on a ward layer. You can see if there are any parks in the area. Aerial photography that has been acquired from AT&T is complete for the entire City. I can go to any particular house. We have all of this information available for every part of the City. We have also put in all the sewer system information, all the pipes, pipe sizes, materials, various other drainage and water layers are also in here. Everything is labeled with pipe size material, it knows what direction it's flowing in, knows the depth of the pipe where all the manholes are. All the historic properties are put in that we got from the Planning Department. Things like flood planes are shown also. This information that has been compiled and put together and put out quickly just so people can see what we have to date. The City has had this information for years it just unfortunately hasn't been in a format that everybody can see. Anybody can go to the computer and get this information. As the system is developed we're going to be tying in all of the parcel information, we have a key in on the owner name, go to that piece of property, bring up the HTE data related to that owner, circle 300 feet around a certain piece of property, kick out abutters list, find out notifications, you'll be able to do that right from this interface.

Alderman Wihby asked how do you get the information? Do you have to actually type it in?

Mr. Brennen asked which information? The parcel lines? You've been hearing a lot about the aerial photography that Diane talks about, the update. In 1995 they flew the City over and they went out and mapped every road and building from aerial photography. That is done by some person taking aerial photos and actually digitizing, tracing the outlines of the buildings. To do the pieces of property we have taken the 900 different assessing maps and gone through the 900 assessing maps and started

taking each property line from the assessing map and put them on the computer. It's a pretty big process but once it's done, it's done. The 900 tax maps goes away and you have one big tax map basically for the entire town. It's all done manually. I can scan right down a street and zoom right into a house. Once we get all this information put in we're just going to key in the address and it goes right to your individual piece of property. We have this information for the entire City. The difference between this and that pictometry information that you said, is the pictometry can show the front of the house and the side of the house, but its not super, duper accurate like this is, but it's good enough specifically for public safety type of activities and it works out pretty well.

Chairman O'Neil asked where would water be?

Mr. Brennen stated we didn't put the water lines on here, but we did put the sewer lines on here and if I channel down through.

Chairman O'Neil stated my guess would be the Fire Department that would be helpful information to them.

Mr. Brennen stated it does exist we just didn't install it as a layer on here. All the utility information, the sewer, the drain, the water, all will be loaded on here. Fire hydrant locations, valve locations, things like that that come from water works are all going to be put onto the system. Eventually what you'll be able to do is key in an address, go to it, say show me all the fire hydrants within 500 feet of this building, those will pop up right away. When the Police Department does things like raids and so on, a lot of cities and towns will go right to the aerial photography and be able to preplan what actions are going on. When you have a Planning Board meeting I can guarantee you that this will cut down hours worth of talk on concerns with an issue. All that information will be able to be popped right up. For example taking into consideration the new stadium going on down in that area, when you're at a Planning Board meeting or at a meeting discussing the particular area, we know that there is a sewer line that kicks out there. As a matter of fact there is the CSO right there. That kicks in right underneath that area. We turn on the aerial photography and we have that aerial photography information overlay on top of this I can then just come in here and say lets throw the sewer pipe information on top of this, there's the park, sewer information kicks right in, right underneath, and things like that. So decisions that you would have had to spend hours or days researching, you'll be able to pull that information right up. This essentially...just to close out, is the tip of the iceberg. This is as bare bones as your system is going to get. Essentially what we did we just took all the data you had right now and just threw it out there to give people access to it. As the system develops and the parcels and things like that get developed, we're going to be adding a tremendous amount of functionality on here so that you or anybody from

home, depending on how we set the thing up, will be able to get access to 10-15 different department's information from one location.

Alderman Lopez stated this is going to be completed by the second quarter of 2004 according to this chart? Am I reading it right?

Mr. Brennan answered correct, but you'll see tangible benefits from it soon.

Alderman Lopez stated I just have one question since we have department heads here just for testimony. Department heads do you have any comment, is there any problems or anything that you're saying that you might want to add to this or are you satisfied that this GIS is going to take care of your needs and maybe save you time and hours?

Steve Tellier stated this is a tremendous tool. There are two major layers to this and then everything else is accessory. If I could be brief. The first layer is what they call CAD or the roads. Manmade and geographic boundaries. The next one is the parcel layer and then everything else is icing on the cake. The building outlines, the sewer and everything else, this is going to help the Assessing Department tremendously in identifying parcels and helping the public. It can identify sales, it's going to assist the walk-in customer to a great degree and it's going to help in the cost effectiveness of present personnel. I know that it's a tremendous tool in Nashua. Every assessing office I know throughout the state or in the region that utilizes this has found savings and has found additional uses and revenues to offset these costs. We've been waiting a long time for this. We want to thank Diane for finally taking the personnel that she has and reallocating their hours, because she's asked for quite some time for a GIS administrator, it hasn't been forthcoming, she reshuffled the deck and we're proceeding with this and every department is assisting as well as they can. Alderman Lopez to answer your question, it's going to be of tremendous value to the City in public safety, public health, assessing, and soft intangibles in as much as development for the City of Manchester.

Alderman Lopez asked Diane this is only going to be available...the public won't be able to click on, will they?

Ms. Prew replied that will be up to the Aldermen to decide whether you want to make the information available on the Internet or not.

Alderman Lopez asked so you could block it out?

Ms. Prew replied yes. Right now everything you see is strictly on internal to the City and is protected by security.

Alderman Lopez stated my last question is this: Does every department have to wait until 2004 or can any department use it for whatever they need it for? Because I understand that not all departments need all the information.

Ms. Prew answered that's right. The information that you see tonight is available to all departments at this point. There will be training that will be going on within the next couple of weeks. As I say, you're really the first to see this. Jayson just completed this and the other departments...even the steering committee members have not seen this as of yet. It is available and it will be there for whatever departments need to use it. And as it's improved that information will be put out there.

Alderman Wihby stated you had the stars for the historic buildings? Do you have anything on there that would tell us City owned buildings or City owned property?

Mr. Brennen answered yes. There's a whole database behind the scenes here. If I click on historic properties and you see a star, if I select on historic sites and just click it will come up and if it doesn't look like there's much information in there, if there is information it will tell you what type of property it is based on I believe a database that Planning maintains. I don't know that this information physically comes from Planning. I have clicked on a few of them in other parts of town and it will come up and say Victorian structure, arches, different things like that.

Alderman Wihby asked do we have something that says City owned property? Not the historic, any City owned property?

Mr. Brennen replied City owned properties...that will be a function of when the properties are done. We're going to tie them right into the vision system and we can say owner – City of Manchester. They'll all pop up. There are property lines in here right now, but there strictly property lines, they're not tied in with the assessing system. Once we tie them in there, you'll be able to find out where your gas stations are, where your City owned property are, where everybody names Smith is, who has a dog in town, things like that. Any information that's stored in any one of these databases in City Hall will be able to pop a dot up on the map and tell you where it is.

Mr. Tellier stated might I add, we're going to link this into the City's CAMA system so if you want to know where all the schools are they'll be identified. All the City owned vacant land, you'll be able to identify with a glance where those parcels are located, how large are they, their proximity, are they in residential, commercial areas. All of this will be available to the Board of Aldermen, Planning Board, and City residents at the click of a button.

Chairman O'Neil stated I want to thank you and it's a subject of great interest to the Board and I think keeping us up to date would be very helpful as maybe some applications come on board. Thanks both of you.

Chairman O'Neil addressed Item 4 of the agenda:

Resolution and budget authorization appropriating funds in the amount of Three Thousand One Hundred Forty Eight Dollars (\$3,148) for 2003 CIP 411603 NH Clique Seat Belt Campaign.

On motion of Alderman Shea, duly seconded by Alderman Smith, it was voted to recommend approval of the resolution and budget authorization.

Chairman O'Neil addressed Item 5 of the agenda:

Resolution and budget authorization appropriating funds in the amount of Sixty Seven Thousand Six Hundred Sixty Three Dollars (\$67,663) for the 2000 CIP 410900 Gang Interdiction Program.

On motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to recommend approval of the resolution and budget authorization.

Chairman O'Neil addressed Item 6 of the agenda:

Resolution and budget authorization appropriating funds in the amount of Two Million Three Hundred Thousand Dollars (\$2,300,000) for FY2003 CIP 511403 Derryfield Golf Course Clubhouse Construction Project.

On motion of Alderman Smith, duly seconded by Alderman Shea, it was voted to recommend approval of the resolution and budget authorization.

Chairman O'Neil addressed Item 7 of the agenda:

Communication from Robert MacKenzie, Planning Director, regarding the future of the Neighborhood Resource Center.

Chairman O'Neil stated there is a recommendation in you packet. If you'd like we could have Mr. MacKenzie make a brief presentation on it.

Alderman Wihby asked is this going to be additional cost to the City by doing this?

Mr. MacKenzie answered no. In effect we've recognized now that the federal funds are winding down for the program, that we are not going to be able to substitute all of the money that the federal funds have provided. Our plan is to provide a transition period where we do provide some financial assistance, but ultimately they find a way of becoming sustainable in the long run. So we're proposing an 18-month transition period.

Chairman O'Neil asked Bob one of the things I had talked to you about was somehow getting us a seat on the table of the Board of Directors or something. I didn't see that. Maybe it was in here and I missed it.

Mr. MacKenzie replied it is in there. We are recommending it would be good to have an Alderman if possible to sit on the Board of Directors. I've discussed that briefly with the Chairman of the Committee who is here tonight, Dennis Lagos and they are interested in pursuing that as well. And I think that would provide a lot better communication between their MCRC board and this board.

On a motion of Alderman Lopez, duly seconded by Alderman Shea, it was moved to accept the recommendation.

Alderman Lopez stated I'll volunteer as a Latino to be on that Board.

Chairman O'Neil responded I believe that's named by the former Chairman of the Board and the present Chairman of the Board.

Chairman O'Neil addressed Item 8 of the agenda:

Communication from Frank B. Mesmer, Jr., Secretary of Manchester North Soccer League, regarding improvements for the new Livingston Pool Bathhouse.

Frank B. Mesmer, Jr. stated I am here to represent Manchester North Soccer League for the improvement to the bathhouse for the new pool at the Livingston Park by contributing money raised by the Manchester North Soccer League so we help make the building a little bigger so that we can have some storage and concession space in the building which will be right next to the soccer fields, thereby get use of at least part of the building for more seasons instead of just one.

Alderman Lopez stated I'd like to hear from Ron Johnson as to the cost of this and what is \$15,000 going to do?

Ron Johnson replied we're still awaiting the current CIP budget to be authorized to go forward with the overall project. At this point we've done some preliminary designs, we've met with Mr. Mesmer and his group indicating that a new facility that's planned is going to be right adjacent to their athletic fields and it does make sense to try to coordinate the two. We haven't gotten into the final details of the design at this time. We're awaiting the final CIP budget to go forward with the overall project. So at this point we don't have a total cost on that.

Alderman Lopez stated I'd just like to point out that I'm not against this project but I do know for a fact when Southwest Little League was renovated, rehabilitated, whatever you want to call it, their steel building and clubhouse and it's costing them \$25,000 out of their pocket because the City would not give them any money for that. I would be very much interested to see what the total cost is, the kind of a clubhouse we're building, whether the \$15,000, and we're building a \$40,000 clubhouse, and if that's the case, then Southwest Little League should also be included someplace in the CIP. They've been working on their clubhouse for four years and they're not completed yet.

Mr. Johnson stated I believe the idea for this project is we are proposing restroom facilities for the pool and they are going to be more than adequate for the soccer league. What we would do is we would allow in the design that they could be used off-season when the pool is closed there would be the ability for the soccer league to access the facility. It's more of a joint agreement. We would have to have those restroom facilities already for the pool. When we got into the concession we weren't really looking at doing a concession for the pool itself. I think that would be the additional and also some storage area. That would probably be the main component that would be added to the project, which would be some type of concession. We're still working with them. It might just be vending machines rather than a full-fledged concession and then just some storage space. But we can get those numbers when we work into the design.

Alderman Lopez stated I'd just like to mention to the board that just from experience being on the Parks & Recreation Commission many a people in the City of Manchester's Little Leagues and pony leagues have contributed and have built their own clubhouses. And I just remind that the board that Southwest Little League is still trying to build a clubhouse four years later and it has cost \$25,000 and probably...and to include, they have to put their own restrooms in according to the Building Department. I think what's good for one is good for all.

Mr. Mesmer stated I'd like to report that this project has been underway for more than five years. The Livingston Park master plan anticipated the construction of a new pool. The old bathhouse is already down. The new bathhouse will be located on the side of the pool that's closest to the soccer field. We're really not looking to cost the

City more money, but if the City is already building something and all the construction crews are there and the footprint is being laid, and the water and electrical are already underway, then we thought by our contribution to the project that we could simply add on a little bit and make functionality of our recreational use more complete because there is such a large constituency for the use of the fields, the pool and they fit together. That way we would get more value, more bang for not only the City's buck but also that of our organization.

Alderman Lopez stated we appreciate that I'd just like to look at the cost.

Chairman O'Neil asked Mr. Mesmer there are kind of three items here. I guess the restrooms are going to be done anyway but you mentioned storage and concession. In your discussions with staff from the Parks Department did you have a recommendation or what size storage you'd be looking for or what you'd be looking for with regards to a concession?

Mr. Mesmer replied yes. Right now we're operating out of a rental trailer and that is 360 square feet. Our concession operates out of one of those folding tents you can buy at Sam's Club. It tends to blow away when the wind gets too strong and that doesn't take much room and our concession doesn't anticipate use of a grill or anything that would require lots of extra costs. So we thought the addition of a small, a block of space, at the end of a building that's already going to be there, would be a very valuable contribution to the park as a whole.

Chairman O'Neil asked are you looking for something roughly in storage 20' X 20', somewhere around that?

Mr. Mesmer replied yes.

Chairman O'Neil asked and then for concession, I understand you said nothing with grills but...

Mr. Mesmer replied I think another 15' X 20' or 20' X 20' adjacent to the storage space would last a long time and it would serve a lot of people very well.

Chairman O'Neil stated it would be helpful to the staff and to us if we could get maybe just a priority list from you. Because one of the things we found when we did a building over at West-Memorial we didn't anticipate some types of needs and the cost to upgrade that facility is crazy, because we didn't anticipate what type of food they would like to prepare there. And depending on what that is there are health issues, how you clean up, how you wash your hands, that kind stuff. It would be helpful maybe if you had provided this to the staff already but I'll speak for myself but it

would helpful to me if you'd provide some kind of idea of what you're looking for both for storage and concessions.

Mr. Mesmer stated we'll be happy to do that. We do anticipate the need for a three bay sink, a hand wash sink, and a third sink.

Alderman Wihby asked Ron how big is the bathhouse now?

Mr. Johnson replied we're still working...that's going to be contingent on the size of the pool. I would have to go back and take a look at the current...but we did work with the architect and they can accommodate the additional 20' X 20' into the design. We have on one side a lifeguard storage area and office and it would be included on the end of that.

Alderman Shea asked Frank the money that you're contributing is that a total amount that you anticipate this particular addition costing or is there reason that there might be anticipated expenses that you wouldn't want the City to pick up?

Mr. Mesmer answered we're not sure how much our part of the building will cost and that is as much as we've raised so far. I would note for today's record that the President of our league Brian Sweeney and also Mike Governs from our ward are here tonight to show support for this. Our board feels very strongly about this partnership and we want to help, but we're following the advice of the committee and the Parks & Recreation, we want to work together.

Alderman Shea asked what you're anticipating is that if there are final figures coming in there would be some sort of meeting between your committee members and the Parks & Rec as well the City officials to see just where the additional parking would be so that you could work out some arrangement. I guess that's what you're really here for tonight. Is that correct?

Mr. Mesmer replied yes because we want to work as closely as possible to think this through and make it work for the best long-term solution.

Alderman Lopez stated I just want to follow up on what Alderman O'Neil said and I was on the Parks & Recreation Commission when they did that over at Memorial High School and I know what they went through over there and I know the cost. Mr. Chairman I think the appropriate thing to do would be to table this until we get Parks & Recreation to come back with a final design, final program, and what the cost is.

Alderman Lopez moved to table this item until the Parks & Recreation Department reports back to the board with a final design and program. There was no second to the motion.

Alderman Shea asked what are we tabling?

Chairman O'Neil stated we are tabling the dollar amount to begin with. They're willing to contribute \$15,000 as of today.

Alderman Smith stated in regards to the concession stand, I know we had a big problem at Gill Stadium and it was closed down, as you well know Ron. In a concession stand you'll be using a City owned building and I know you have to have the Health Department require certain things of you and I don't know what type of cooking you're going to do. Are you going to be cooking hot dogs, meat, so forth like hamburgers and whatnot? Because that's a big problem in a City owned building because you'll need a range and so forth and meet fire specifications.

Mr. Mesmer replied so far we're planning to operate without a grill. Our families are only there for an hour usually. It's not like Little League; the games don't last forever. The game is over in an hour and most people can usually eat while they're watching the game is a hotdog. We right now use a hotdog steamer. We probably won't need a hood fan. We probably won't need a sprinkler system or emergency sprayer, but we will need the ordinary clean up facilities that the Health Department requires and we intend to work with them to fulfill those requirements.

Chairman O'Neil stated we just need to flush this out because depending on what you want to do there are going to be different health requirements and we just ran into this over at West-Memorial field. They thought they were going to do A and they decided later to go more advanced and the problem was we didn't design the facility to do that. It has created some issues.

Alderman Smith asked Frank your soccer season will start in the middle of August when the pool is still open?

Mr. Mesmer replied yes. Our summer British soccer camp also uses the pool. Alderman Lopez stated I just want to make this comment for the board, is that I've seen it a dozen times and I can assure Ron Johnson has seen it over the years and believe me I say this with respect with the volunteers that are doing things today doesn't hold true three or four years from now, other volunteers come forward and are not as enthusiastic as you are and want to change. It goes back to what Alderman Smith said, gee why didn't they put a hood in here and then they change everything just like they did up at Memorial. The money you can give us or you can hold onto it and I commend you for the \$15,000. I think what I'd be comfortable with is to do a final analysis there to see what the cost factors are and what you're really, really looking for and if that's the way you're going to go and if Parks comes back and tells us that it's going to cost an extra \$30,000 or \$40,000 to accomplish what you got, then we can look at it. As far as I'm concerned. I'd like to table at this time.

Chairman O'Neil stated maybe a motion to table would not be appropriate but the motion to ask Mr. Mesmer and others from the North Soccer League to work with Parks on this game plan and then as the project is brought back, which it will be for review by us, we can incorporate those discussions into our approvals. So I think we can do that without tabling it if the committee is agreeable to that.

On a motion of Alderman Wihby, duly seconded by Alderman Smith, it was voted to continue discussion on this item when the project report is brought back to the committee.

Chairman O'Neil addressed Item 9 of the agenda:

Review and discussion of the FY04 CIP budget.

Chairman O'Neil stated I think so we don't get into a long discussion, I don't know if Mr. Mackenzie has anything, but one of the things that has been helpful, if there are areas of concern that were not addressed in the Mayor's recommended budget, in past years we've been able to roll up our sleeves and work to address the needs throughout the City so if you have items that may not have been addressed, we've put them in writing I the past and I'd appreciate it if you'd do that again and we'll try to see what we can do to address all the needs of the City.

Alderman Wihby asked Ron where is Livingston Pool in this book?

Mr. Johnson replied in the Mayor's proposed budget, the Mayor has recommended under the bonded section \$2 million.

Alderman Wihby asked are we closing the pool next year, this year?

Mr. Johnson replied yes. The pool as Frank Mesmer alluded to the bathhouse came down about two weeks ago and we're working on the demolition of the pool. The pool will be closed this season.

Alderman Wihby asked because we're going to be fixing it according to what... is there enough in here to get the pool running, going and opened again the following year?

Mr. Johnson answered right. As the budget has proposed, the \$2 million would allow us to, once that gets settled we'd finalize the design and our goal is to get the project out to bid in June and to start construction in early August. That would allow us to open the pool for June of 2004.

Alderman Wihby asked what are you doing with all the displaced people that are going to be there? Are you making plans in other pools for them?

Mr. Johnson replied currently some of our summer camp programs will be using the other pools. They'll probably be using the Dupont pool on the West Side.

Alderman Wihby asked are you working on that already and letting these people know that they're going to have to go somewhere else. The camps typically use it, the camp that Frank alluded to the soccer camp, are part of Sun program and we're making contact there.

Alderman Shea stated what Mr. MacKenzie has outline for us, are these things going to be incorporated into the CIP budget Bob?

Chairman O'Neil asked you're talking about the outstanding bond balances?

Alderman Shea replied the sheet he handed out to us.

Chairman O'Neil stated that's kind of a little different discussion. That was going to be a New Business item and we can discuss it tonight. This is more the budget that the Mayor has presented.

Alderman Shea stated I'm not quite sure. We started with Bob MacKenzie on Item 9 didn't we? Carol read that didn't she?

Chairman O'Neil stated I said it. The CIP staff will be available to review and discuss the proposed 2004 Community Improvement Program. Are there specific...we're not talking the balances right now. I believe we're talking the budget, the CIP budget that the Mayor recommended. Again I would ask it's been helpful and the board's been cooperative you put your concerns in writing and send them to the City Clerk's office and we'll work to try to address them.

Alderman Lopez asked Ron how much money have we put into Livingston Park so far? When the original report was started it was going to be about \$3 million. In 1996 when we did the Livingston Park, we had an individual come in and do a diagram and everything. Remember that study in 1996?

Mr. Johnson replied that was the master plan. Currently we've expended about \$3.5 million. Part of that also includes the donation for the Gatsas Complex. Once we got into the project there was a request to expand that type of facility. It wasn't really in the original master plan to have a large field house at the facility, so that did add to the project. But the City did get a contribution for that from the Gatsas family.

Alderman Lopez stated I know there was some discussion about the swimming pool. Is it going to be bigger? I've heard different things. Is it going to be an Olympic pool or what is the status here?

Mr. Johnson replied we are as I mentioned currently working on the design. The new pool will be approximately a third the size of the existing pool. We found through the consultant that the pool that's out there a lot of the surface area is not used. It's almost an acre of water and so we are downsizing the pool and it will be a combination of similar design of a zero entry. If you've been up to Livingston, a zero entry where you can just gradually walk into the pool, it will still have that style and there will also be an area for lap swimming and for some recreational swimming. We're at approximately 11,000 square feet. That's what we're recommending and that correlates to the other pools in the City.

Alderman Lopez asked you really think that you can have one season without a pool there? Or two seasons?

Mr. Johnson responded if we're able to proceed, get the project out to bid once the CIP and the budget is settled, we'll move forward with the architect. They've done the conceptual design and we have them ready to go ahead. We would start construction mid to the end of August. That coincides with the recommendation of the architect that you would get the majority of the pool shell built by winter. They would fill it with water for the winter, the pool itself. They can continue on the building construction and then in the spring finish the pool and then go through all the testing and the turnover to the City and then have it ready for mid to late June of 2004.

Alderman Shea asked Ron how deep will the deepest part of this pool be? How many feet?

Mr. Johnson answered it will be approximately five feet at the deepest end. We're still working at trying to finalize that, but the lap lanes are recommended to be about three and a half to four feet and then where there is going to be some more recreational type swimming, maybe a slide, that end of the pool would be a little deeper. So it will go from zero entry to five. We are not having a diving area. That had been looked at but the City has taken diving boards out of all pools.

Alderman Shea asked you're saying laps for swimmers, how old will these people be in five feet of water? That's not very deep is it?

Mr. Johnson stated they actually recommend three and a half feet to four feet of pool depth for lap swimming.

Alderman Shea asked and that would allow high school children to do that as well?

Mr. Johnson responded yes. Once you stop swimming you want to be able to stand up, so the depth is really based on diving in and three and a half to four feet... If it's just diving in from the deck, you can go a little shallower. If they want to put in platforms for more competitive swimming, then they would go up to four feet.

Alderman Wihby asked how big are the other pools and how deep are they?

Mr. Johnson replied the other pools range from about 10,500 to 12,000 square feet. The other pools range from three to eight feet in depth. Some of the pools, the Hunt pool we filled in the old diving well, so that's probably around eight feet now, so it goes from three to eight feet. We don't allow diving into the pool, that's one of the restrictions. So evening jumping from the side that's not allowed due to liability. The Raco-Theodore pool that we are also looking at right now for design engineering, we'd eliminate there and go to more of a uniform depth on that pool.

Alderman Wihby asked that's going to be five feet too?

Mr. Johnson replied yes that still has the traditional design of a rectangular pool. That's an Olympic size, so we would probably stay with the depths for that because they still do competitive swimming there.

TABLED ITEMS

Chairman O'Neil addressed Item 10 of the agenda:

10. Communication from Alderman O'Neil regarding the Manchester Community Resource Center (MCRC), which is currently housed in a City owned building with said lease expiring in August 2003.

On motion of Alderman Lopez, duly seconded by Alderman Shea, it was voted to remove this item from the table and receive and file.

11. Discussion of graffiti-related issues confronting the City.

This item remained on the table.

12. Removal of a 12" concrete drainage pipe located at 747 Mammoth Road.

This item remained on the table.

Alderman Lopez stated it was promised that this was going to be taken care of during the CIP process and I wanted to confirm that because I couldn't find it anywhere and this was an area that Alderman Gatsas and myself went up and talked to the gentleman about. I was wondering if anyone did anything about it.

Alderman Smith stated if I remember this correctly, I imagine Bruce Thomas took care of this and he wrote a letter saying there was no funds in chronic drain and we had funds in chronic drain with CIP if it passed that would be one of the first priorities.

NEW BUSINESS

1. Authorizing Bond of Notes in the Amount of Forty Four Million Dollars (\$44,000,000) to Pay Costs of Constructing, Originally Equipping and Furnishing a New Water Treatment Plant for Use by the Manchester Water Works, and for the Payment of all Other Incidental Costs Related Thereto.

Thomas Bowen stated what you have before you is an amending resolution to the CIP that was introduced in June of 2002 and since that time we have been working with our consultant and with the City on financing issues for the project and the number because of the financing options primarily has grown from what was originally approved at \$33.5, we're up to about \$44. A lot of that increase is in setting up the reserve funds that are required for the type of bonding that the City is recommending for us and I think Joanne Shaffer and Randy are here they can probably address any questions that you have with regard to that. We're rapidly approaching the time when we need to get moving with the final authorization. We have bid openings that are scheduled in about two weeks. We anticipate that the start of construction will take place probably early in June. The Water Board has been meeting and discussing with our consultants and with the City's consultants the final impacts on rates and so forth and as we progress with the bond costs, that information is becoming more apparent. We're on schedule for everything to kind of proceed with a 30-month construction for the improvements at the plant that would begin early this summer. This is the formal bond resolution will be submitted I believe through the Finance Department at the next full board meeting.

Alderman Wihby stated I don't know if Randy wants to take this or not. Aren't we authorizing CIP for 2004? Why are we amending 2003 rather than just adding it to 2004? And how can we be off by 33 percent?

Randy Sherman replied it was already included in the 2003 CIP at the lesser amount and what they're coming back now is increasing that to cover all of the financing costs. What the Finance Department is recommending to the Water Department, rather than issue general obligation bonds that they issue revenue bonds, similar to what we did with the airport ten – eleven years ago at this point. What that does is it

removes the City from standing behind the Water Department's bonds. It gives them more independence, gives them a stand-alone credit, they become their own separate entity in regards out in the bond market. Out of that \$43 million about \$7 million of it is capitalized interest. We're working with the underwriters to get that number down. We think we can get that down significantly. But what the Water Board is looking to do is phase in the rate increases. Because they want to phase it in and not come in and do one lump large increase, we want to actually phase it in over a period of years, it leaves us short in the early years to cover the interest during the construction period. So in essence what we're doing is going to borrow that interest, which is very similar to what we showed you last week with the school construction project. You borrow the interest, you take money, you set it aside, you use that money to pay the interest during the construction period. So in essence you're borrowing to pay it right back. That's how you really get from...I guess we're up to \$36 million for the actual hard construction cost dollars up to the \$43 million.

Alderman Wihby asked is this amount in the City part of it? This is what we're upgrading for the City or for the total thing which includes the outside communities?

Mr. Bowen replied no, that's total project cost for everybody and it's all...

Alderman Wihby interjected that's the bonding for that and now you're collecting some of the money from the outside towns?

Mr. Bowen replied sure, and that's all recovered through water rates through in town and out of town.

Alderman Wihby stated so the increase in the City too then? And how much is that slated if this goes...

Mr. Bowen replied yes, and the range that we're talking about is 35 to 40 percent over a three year period and that's consistent with what we've reported to the board before and consistent with the information that we've been sending out to the customers. We've done I think three mailings in the last 18 months, all of which have had a message about a pending water increase coming. It being in the magnitude, what the benefits of it were, what the reasons for having to do the project. So it's consistent...we're still hoping that it's going to be within that same range.

Alderman Wihby asked we're talking about ten percent a year for three years?

Mr. Bowen answered yes. It's probably going to end up being a little bit more than that because of the capitalized interest, but it's still in that range.

Mr. Sherman stated yes we're looking at 12 – 13 depending on where the ultimate rates come in and how we can get it structured.

Alderman Wihby asked and basically this is to add infrastructure or this is just to maintain and upgrade some of what we have?

Mr. Bowen replied yes. We're adding a little bit of additional capacity but that's not the primary reason for the project. The primary reason for the project is rehabbing the existing 28-year-old facility that needs it.

Alderman Shea asked do the rates apply just to the water or is it going to apply both to the water and sewer?

Mr. Bowen replied this is just the water.

Alderman Lopez stated when we approved the Water Works \$2,530,000 that was for the associated costs processing and capacity improvement. Now are you just adding to that \$2,530,000 to bring it up to \$10?

Mr. Bowen answered that was for design.

Alderman Lopez stated that was for plant filler identified 2000 and 2001 report WTP process evaluation capital improvement.

Mr. Bowen replied right. That was the evaluation report and the design of the improvements.

Alderman Lopez asked but my question is, the additional \$10.5 or add it to this \$2.5?

Mr. Bowen replied no. This is an additional \$44 million. Last year was \$2.5 million.

On a motion of Alderman Shea, duly seconded by Alderman Smith, it was voted to recommend approval that the resolution pass and layover.

2. Memo from Bob MacKenzie on Bond Balances

Mr. MacKenzie stated this came about really for two reasons. One is we were informed by the Finance Department that several of the very old bonds we may run into trouble with the Internal Revenue Service and felt that we had recommit these, reallocate these to projects that could happen quickly. The second issue was that there were four projects where we did not have enough money for to fully fund in the FY 2004 process. So we are recommending that those older bond balances be allocated to

projects that can happen fairly quickly within the next ten months. We also thought it was appropriate to review it at the same time you're reviewing the 2004 budget to make sure that we're prioritizing all the projects correctly. I'm not sure that you have to take an action on this tonight. I know the Committee on Accounts is looking at bond balances, but we believe these are appropriate reallocations and that they are appropriate projects to spend the money on.

Chairman O'Neil state it may be appropriate to hear from the Chairman of the Committee on Accounts because you took some action yesterday and directed departments to get back to you in writing and I think, if I may Mr. Chairman, the recommendation was to have a joint meeting between the Committee on Accounts and CIP.

Alderman Shea replied that's correct. I noticed here that Hallsville School site improvements Bob is from CBD funds and that would total \$130,000 and that would include the drainage problems as well as the wall over there that needs to be repaired and the playground for the youngsters over there. Is that correct?

Mr. MacKenzie answered yes. We did cost estimates. There are difficulties with drainage particularly going into the new addition and the cost estimate was just a little over \$129,000. So that would accomplish those current problems on the site.

Alderman Shea stated it's desperately needed. I know that. In response, you will set a date for the two committees?

Chairman O'Neil replied correct.

Alderman Lopez stated I just want to clarify in my own mind, Memorial site \$365,000 and plus \$300,000 and plus the \$630,000, plus the \$500,000 in the CIP for the obligation bonds. Is that correct.

Mr. MacKenzie replied yes. We were shooting to get the first phase of Memorial...to be able to do the first phase. Which is the low end is \$1.2 million and I believe that by hitting these projects with the proposed FY 2004 funding, we would be very close to that \$1.2 million.

Alderman Smith asked Bob in regards to Raco-Theodore Park improvements, inadvertently it was left out. Are we going to get those funds for that playground?

Mr. MacKenzie replied yes. These would be funds that could be utilized...we're going to recommending once the board decides that these be rolled into the existing fiscal year and therefore the Parks & Recreation Department could tap those fairly quickly. They have done the conceptual design for Raco-Theodore so that they know

where these funds and where the specific improvements could be made. So it's hoped that that could be done fairly quickly.

Alderman Smith stated for the record now there's no problem, we will get the \$75,000 for the playground?

Mr. MacKenzie responded that's up to the board now. We are recommending it but the committee and board has to vote for it.

Alderman Wihby asked Bob on the Memorial site, is that school bonding or is that City side bonding?

Mr. MacKenzie replied it is technically school bonding although in the past the City has taken care of the bonding for school sites. But yes, technically it would be school bonding.

Alderman Wihby asked is that something that they wanted and is on their side of the balance sheet?

Mr. MacKenzie answered these are projects that Parks & Recreation has worked with the various principals on. I know at both Hallsville and Memorial and they recognized needed improvements at those sites.

Alderman Wihby stated you know how we always have a discussion on your side, our side and we have a number. Is the bonded debt number that we're using for school include the exchanges?

Mr. MacKenzie stated I would have to verify that. I'm trying to remember where the bond balances came from. They were not on the school side before, so ultimately they would be on the school side.

Alderman Wihby stated somebody has to talk them to let them know that we're doing this right?

Mr. MacKenzie replied yes.

Alderman Lopez stated just as a point Alderman Wihby, conversation has been made and that was the number one priority to have \$1.5 million. It's at \$1.1 million, maybe you want to donate another \$400,000 from...

Alderman Shea stated just a point of clarification. CBD refunds are not City related funds are they Bob?

Mr. MacKenzie replied yes. The Hallsville School site would not be any obligation to the school department; those are funds we get from the federal government.

There being no further business, on motion of Alderman Smith, duly seconded by Alderman Shea, it was voted to adjourn.

A True Record. Attest.

Clerk of Committee